

ALL HANDS MESSAGE

Due to congressionally mandated budget reductions, MCLB Albany will begin furloughing civilian employees on 8 July 2013. For base employees, the standard furlough day will be each Monday from 8 July through 16 September. On those Mondays, the majority of civil servants (minus fire, police, etc.) will not report to work and customers should not expect to receive normal support.

The exception, due to the Labor Day holiday, is that two furlough days will be taken on Monday, 26 August and Friday, 30 August. Tenant commands aboard the base may have differing schedules.

The chart below is provided to assist customers in determining what services will be affected. If it's not listed below you should expect normal support and hours, i.e. the Marine Corps Exchange, base restaurant, etc.

The one significant expectation is that the Commissary will be closed on Tuesdays during the furlough period, meaning those services will be available to authorized patrons Wednesday through Saturday only. Generally speaking the first eight services affect all base patrons to include retirees while the remaining ones affect base and tenant employees.

| | Service | Impact | Mitigation |
|---|-------------------------------|-----------------------------------|---|
| 1 | Primary Care/Clinical Support | Limited services on Furlough days | Military and contractor staff will continue to see patients; however, available appointments will be limited on Mondays. |
| 2 | Health Benefits Advisors | Limited services on Furlough days | Military staff and TRICARE representatives will assist eligible beneficiaries, if possible. |
| 3 | Library | Closed on Furlough days | Computers are available at Base Education and Marine & Family Programs for customers to check emails and to access the internet |

| | | | |
|----|--|---|---|
| 4 | Relocation Assistant Program Manager & Retiree Assistant | Closed on Furlough days | Schedule Tuesday-Friday |
| 5 | Pass & ID | Closed on Furlough days | Acquire visitor pass from front gate sentry. Schedule appointments Tuesday-Friday |
| 6 | Fishing & Hunting license issuing | Closed on Furlough days | Schedule Tuesday - Friday |
| 7 | Game Warden | Closed on Furlough days | Schedule Tuesday - Friday |
| 8 | Commissary | Closed Tuesday's | Open Wednesday - Saturday |
| 9 | Johnson road gate | Closed on Furlough days | Use main gate |
| 10 | Industrial Hygiene | Closed on Furlough days | Schedule Tuesday-Friday |
| 11 | DSSC | Closed on Furlough days | Shop Tuesday-Friday |
| 12 | Garrison Supply Branch | Limited Services on Furlough days | Schedule Tuesday-Friday |
| 13 | Garrison Mobile Equipment | Closed on Furlough days. No vehicle fleet support, no customer support, no dispatch support | Pick up vehicles the Friday before for Monday requirements. |
| 14 | Distribution Management Office | Minimum support w/Marines. No appointments will be scheduled on Mondays. | Schedule Tuesday-Friday |
| 15 | CISD Help Desk | Closed on Furlough days | Minimal Marine and contractor staffing for emergency IT/Telecomm |

| | | | |
|----|--|--------------------------------------|--|
| | | | services |
| 16 | Public Works Trouble Calls | Limited response on Furlough days | Duty phone manned by military, emergencies will be responded to by contract employees |
| 17 | Billeting & Barracks | Limited Services on Furlough days | Check-ins to be performed by contract employees and military. |
| 18 | Payroll Liaison | Closed on Furlough days | Schedule Tuesday-Friday |
| 19 | Budget Support | Closed on Furlough days | Schedule Tuesday-Friday |
| 20 | Accounting Support | Closed on Furlough days | Schedule Tuesday-Friday |
| 21 | Check Deposits (payments to government) | Closed on Furlough days | Schedule Tuesday-Friday |
| 22 | Occupational Medicine and Health | Closed on Furlough days | Schedule Tuesday-Friday |
| 23 | Public Affairs Office | Limited services on Furlough days | Minimal Marine staffing |